

North Dakota Interagency Coordinating Council
Early Intervention Services Subcommittee
5-22-08

Members Present: Lisa Verwest-Martin, Steve Olson, Tami Olson, Keith Gustafson, Margaret LoMurray, Dawn Klein, Jill Staudinger, Angela Glaser, Susie Heise, Dawn Klein, Deb Balsdon, Roxane Romanick

Review of Minutes - Keith moved to approve - no corrections

Statewide Monitoring system - Deb described the schedule of regional case reviews which will now entail two reviews per year, with the following quarter providing an opportunity for correction. Deb provided a description of the timelines that regions will have to correct any instances of non-compliance on specific timelines and then correction on any regional systemic issues. A feedback form was developed so that information can be relayed back to the state office and TA staff. The sheet will have all of the findings on it for the regions. This will be the documentation of the action that occurred in the region. The federal government is saying that findings of the non-compliance need to be corrected "immediately" - we are interpreting this as meaning "within the next quarter". Carol gave examples of some of the non-compliance. Since the last EI Services subcommittee, there have been two meetings with Early Intervention administrators to address accountability at the regional level.

Question was asked regarding the types of non-compliance issues that were found in the last review. Carol reported that it could be a specific training issue for one specific staff. Another issue was that a region wasn't entering data timely enough into the state data base system. Another region is focusing on condensing the IFSP so that it doesn't take as long to write. Carol also gave specific issues of non-compliance on individual case reviews. These included not including all areas on a multi-disciplinary evaluation or assessment, not including a justification for natural environments, etc. She also reported that improvements were noted in areas such as: documentation of transition activities, including all developmental domains areas including pre-literacy, improvement in writing functional outcomes.

There are still questions about the frequency and intensity of consultative services on individual IFSP's. Carol noted that she believes that there is a lot more consultation going on than what is documented.

Deb reviewed a table that summarizes the # of findings that was reported in the federal APR. A comment was made regarding the fact that there are errors in the information that are going back to regions regarding the non-compliance. It was noted that it was important that the program directors contact the TA office with the errors and address the issues. A suggestion was to consider whether errors are a TA issue vs. a program issue. It was noted that often the IFSP is not fully capturing what has actually occurred and the region needs to have time to respond to the non-compliances.

Roxane raised the question about how these issues of non-compliance are being addressed with the families. A comment was made that mainly the responses have been positive.

Regional ICC's will be getting an updated report in July, 2008 based on the Annual Performance Report that was filed with the federal government in February of 2006-2007 data.

Comment is overall that the current system is pushing improvement. There is peer-review occurring in some of the regions. Comment that three case managers are going over the case review tools - for a training tool.

Question asked whether or not the monitoring system is creating a training document for new staff across the state. Deb discussed how this may be part of the task of the current competency work group.

Question regarding how the RICCs are part of the regions' monitoring system - Comment that the corrective work is done with the programs, but then summarized to the RICC. In a couple of cases, the RICCs have issued policies to address systemic issues. The RICC is another way to integrate the community services as well as address internal issues. Discuss ways to streamline and integrate services within the community. In one region, the RICC is comprised solely of internal participants and then there is a larger community entity that looks at other issues. Comment that it would be nice to have some basic requirements for the RICC. From the

state level, there has been no change in the charge to the regions. There continue to be guidelines with who needs to be participants. There needs to be some requirements about who is at the table in the regions.

Early Intervention Competencies Work Group - Deb summarized that there was general agreement on the core competencies and in fact, some additional competencies were added. There was more rich debate, when the group started talking about current staff's certification. Decision was made for Deb and the state TA staff to meet with each regional program to review current staff certification, especially in the area of education. This has been completed. The next step is to address the method to measure competencies. Keith discussed the work that was done on the "staff qualifications". Another agenda area is to address the competency in evaluation and who can do what. The challenge will be to keep a trans-disciplinary model. A comment was made that there is also a difference in competencies around different ages. Need to look at what grandfathering is going to occur. Deb noted that we still have to follow the federal regulation. Question was asked about whether or not this is going to affect regional program staff recruitment.

Roxane reviewed the membership with committee. Discussion about whether or not the Education Standards and Practices Board should be represented on the work group. Consensus to not have ESPB at the board.

Recommended agenda items: A. Address the pediatric specialty in a particular profession - what would be a realistic. Parent comment: Very important that staff have specializations in pediatrics. Discussion about making sure that there is some buy-in from the North Dakota Professional Associations. Roxane will touch base with each of the people that are represented on the committee and ask if they can be a liaison back to their association. B. We need to acknowledge the competencies around miscellaneous issues such as autism, assistive technology, infant-mental health/behavior, premature infants, children who are medically involved - cross-cutting issues that are not discipline-specific. 3. Discuss administrative competencies and timelines.

Question was asked about how this would affect DD Case Management - Deb noted that it would affect them in regards to service coordination and IFSP development.

****Roxane will send out the corrected competencies to the committee.**

Natural Learning Opportunities Work Group - A question was asked about what we really want to get out of the work group. Clarification was provided regarding the need for input on clarifying roles and responsibilities of Early Intervention system.

Recommendations from Subcommittee:

- A. Make sure that higher education is represented.
- B. Invite Bob Rutten and have him designate a Part B rep.
- C. Consider stakeholders that will assist with professional association buy-in
- D. Suggestion for Kim Olson
- E. Consider a representative from Early Head-start

****Roxane will send out the links to the NECTAC NE documents.**

Experienced Parent Program: Roxane had provided the committee with a copy of the Region VII's EP Goals and Objectives. Deb noted that it's important that the parents are available to provide a parent perspective for program development. Question was asked about how EP's are welcomed in to the programs. Answer was provided that this may depend on the way that the EP is contracted in that particular region. Question was asked about what happened with F2F Network. The subcommittee had a discussion about ways parents can be connected with other parents. It was noted that parents really want to have something that they can access easily. Deb shared the Part C budget information for the Experienced Parent funds for the next biennium. \$400,000 is set aside for the biennium.

Recommendations:

- Creation of a statewide blog or bulletin board that the State Family Liaison would monitor.
- Provide state-wide coordination for the EP's and EI staff. Roxane reported that she and Missi Baranko are going to do a training at the fall

Crossroads Conference for staff on how to make the EP Projects work in the regions.

- In coordination with the EP's, address how families know about the Experienced Parent in the region.
- Add their involvement on the case review team.

Update on Family Support and Family Subsidy Procedures: Last year at this time, DD office finalized Family Subsidy guidelines. Work was done on the Travel Reimbursement procedures. The procedures attempted to address the out-of-state travel and in-state travel as well as the excess issue. Deb reviewed the Travel Reimbursement grid with the subcommittee. Discussion was held about helping families project their costs in family subsidy. Deb also reviewed the Family Support application with the subcommittee. DDCM's are being instructed to complete the applications with families.

Recommendations:

- Assure that CM's address the family support/subsidy needs each time they're out to make sure that families are ready for the question. Make it a predictable process.

****Deb will email the travel reimbursement grid to the subcommittee.**

Review of the 2007 APR - Deb reviewed the data in the APR.

Discussion about Indicator #7 - clarification about who needs to be at the transition meeting - may not need to have Part B if parents do not want them to be there.

Question regarding OSEP's response to APR - did have a week to respond in April to any federal clarifications, have heard that OSEP's issuance of determination is coming June.

Discussion about receipt of equipment for hearing screenings. Equipment was ordered and has arrived. Have to get the contracts finalized with the audiologists. Projection that a training may occur at the latest in July. Discussion about how to address getting a physician to refer to an audiologist - recommend work with the contracted audiologist.

Discussion about Indicator #8 - Roxane reviewed the questions that were raised at the subcommittee meeting a year ago. Deb addressed the issue regarding the re-determination of DD. She reported that she raised the issue with DD Program Administrators. There were 3 regions that were requiring independent psychologists to determine even though there was a great deal of information from Infant Development. She has been working with the regions to look at the implementation procedures around this issue.

Deb reported on completing a transition phone survey that will be completed at the state level with the State Family Liaison - looking at implementing in June.

Keith reported that the Region VI has chosen to taken on the issue of transition through their RICC. A number of barriers have surfaced in this region about collaboration with the Part B partners. They have written a policy statement that matched a family story. A member of the Region VI RICC proposed that a survey be conducted within the region primarily around the preschool eligibility. Region VI RICC would like to see this proposal/policy statement be shared with the Joint IDEA/ICC. Deb read a family story that addressed the gaps that occurred for this family.

Discussion about how we continue to lose children that still require intervention to maintain growth. **Subcommittee consensus that the discussion regarding conducting a state-wide survey addressing the Region VI issues regarding transition be placed on the Jt. IDEA/ICC meeting in September.**

Autism related training needs: Deb updated the subcommittee on the Great Plains Autism Treatment Center and then reviewed a power-point regarding carve-out Autism waivers that are being considered by the state Department of Human Services. Discussion about what we do to develop the expertise across the state to tackle the skills that are needed to address the needs. Deb talked about bringing in training on "pivotal response" and then using video-conferencing to access ongoing feedback on implementation.

Comment made about the concern with the lack of behavioral support for all types of disabilities. There is a RFP coming out of the Department of Human

Services to set up a CARES team to address behavioral needs of DD eligible individuals on the western half of the state. There are options through the self-directed supports program where you can hire someone to provide in-home behavioral support.

Deb asked for feedback on whether or not to lower the age limit on the waiver to below 3 - discussion that this would be beneficial.

Other agenda items: Keith asked if the subcommittee could consider Right Track - wondering about studying the efficacy of the program. Deb talked about the RFP's for the private entities that are going out. Question about whether or not there will be a RFP to address the Right Track database.

Recommendation:

Would like to see a ongoing "sharing" opportunities amongst Right Track providers because of the wealth of information.

Membership: Jim Carter or Holly Major. Would like to see higher education represented and ECSE

Agenda Items:

- Appoint a co-chair
- Address recommendations from Competencies and NLO Work Groups
- Follow-up family transition survey
- Follow-up on experienced parent roles
- Discussion eligibility determination - addressing the high-risk category to include children of parents who have a diagnosis of mental illness. How do we address social-emotional in eligibility. Address re-determination at 3
- Presentation on Family to Family Network

Meeting schedule - We will try to meet quarterly.

Next meeting time: Try to meet the month before or shoot for Wednesday, September 10th. Roxane will shoot out an email to get consensus.